

August 1, 2002

To: Supervisor Zev Yaroslavsky, Chairman
Supervisor Gloria Molina
Supervisor Yvonne Brathwaite Burke
Supervisor Don Knabe
Supervisor Michael D. Antonovich

From: David E. Janssen
Chief Administrative Officer

QUARTERLY REPORT ON TRANSFERS OF APPROPRIATION

At the July 28, 1992 Board of Supervisors meeting, the Chief Administrative Officer was instructed to provide quarterly reports on all approved "action budget adjustments" (transfers of appropriations within budget units up to \$250,000 per quarter).

Attached is the report listing such action budget adjustments for the period April 1 through June 30, 2002. If you have any questions or require additional information about these transfers, please let me know, or your staff can contact Jackie White of this office at (213) 974-1155.

DEJ:DL
JW:SE:vyg

Attachment

c: Executive Officer, Board of Supervisors

**APPROVED TRANSFERS OF APPROPRIATION (ACTION BUDGET ADJUSTMENTS)
APRIL 1 THROUGH JUNE 30, 2002**

BUDGET ADJ. NO.	DESCRIPTION	JUSTIFICATION
184	Transfer of appropriation (\$29,000) from the Board of Supervisors – Services and Supplies to the Sheriff's Department – Salaries and Employee Benefits.	Use of Fourth District Discretionary funds by the Sheriff's Department for Norwalk Sheriff's Station COPS Program.
194	Transfer of appropriation (\$38,000) within the Department of Health Service-Children's Medical Services – Services and Supplies to Salaries and Employee Benefits.	To fund three new positions in the Child Health and Disability Prevention (CHDP) Program.
197	Transfer of appropriation (\$62,000) within the Human Relations Commission – Salaries and Employee Benefits to Services and Supplies (\$57,000) and Fixed Assets-Equipment (\$5,000).	To provide funding for the unanticipated requirements related to the September 11 th activities. Savings in Salaries and Employee Benefits are due to hiring delays.
198	Transfer of appropriation (\$10,000) from the Board of Supervisors – Services and Supplies to Los Angeles County Superior Court South West District – Services and Supplies.	Use of Second District Discretionary funds by Los Angeles County Superior Court for the Inglewood Superior Court Civil Rights Display and Beautification Project.
199	Transfer of appropriation (\$167,000) within the Department of Consumer Affairs – Salaries and Employee Benefits to Services and Supplies (\$157,000) and Fixed Assets-Equipment (\$10,000).	To provide funding for 1) temporary agency employees to backfill staff on leave and budgeted vacancies, 2) Cable TV Franchise Technical and Financial Audits, 3) legal expenses related to the payment of unanticipated Judgments and Damages, 4) Strategic Planning Consultant, 5) various grant programs, 6) CIO-ITF approved project, and 7) purchase of identification equipment. Savings in Salaries and Employee Benefits are due to hiring delays, attrition, and hiring freeze.
202	Transfer of appropriation (\$175,000) from Los Angeles County Superior Court Central District – Services and Supplies to Los Angeles County Superior Court East District – Services and Supplies (\$75,000) and Los Angeles County Superior Court Northeast District – Services and Supplies (\$100,000).	To provide funding for collection enhancement contract costs.

APPROVED TRANSFERS OF APPROPRIATION (ACTION BUDGET ADJUSTMENTS)
APRIL 1 THROUGH JUNE 30, 2002

BUDGET ADJ. NO.	DESCRIPTION	JUSTIFICATION
205	Transfer of appropriation (\$5,000) from Los Angeles County Superior Court North Valley District – Services and Supplies to Los Angeles County Superior Court North Central District – Services and Supplies.	To provide funding for facility maintenance.
212	Transfer of appropriation (\$14,000) within the Internal Services Department – Services and Supplies to Other Financing Uses.	To provide funding for the Motor Vehicle ACO Fund.
218	Transfer of appropriation (\$250,000) within the Department of Child Support Services – Salaries and Employee Benefits to Services and Supplies.	To provide funding for excess Services and Supplies expenditures, specifically unanticipated information technology services. Savings in Salaries and Employee Benefits are due to salary savings.
227	Transfer of appropriation (\$20,000) within the Office of Ombudsman – Salaries and Employee Benefits to Services and Supplies.	To provide funding for the purchase of one PC, ergonomic workstations, and promotional items with new Ombudsman's name. Savings in Salaries and Employee Benefits are due to hiring delays.
228	Transfer of appropriation (\$10,000) within the Department of Public Works – Other Charges to Services and Supplies.	To provide funding for appropriation to cover the labor charges relating to the closure of the Parkway/Calabasas Bridge and Major Thoroughfare Construction Fee Districts (BMTCFD).
229	Transfer of appropriation (\$50,000) within the Department of Coroner – Other Charges to Services and Supplies.	To provide funding for Digital Camera System that was originally budgeted in Other Charges.
231	Transfer of appropriation (\$102,000) within the Department of Coroner – Salaries and Employee Benefits to Services and Supplies.	To provide funding for purchase of an electronic crypt door and the enhancement and expansion of Security Camera System. Savings in Salaries and Employee Benefits are due to hiring/promotional freeze and vacancies.
233	Transfer of appropriation (\$40,000) within the Department of Public Works – Fixed Assets-Buildings and Improvements to Services and Supplies.	To provide funding for unanticipated emergency repairs of the water distribution system in the Val Verde area.

**APPROVED TRANSFERS OF APPROPRIATION (ACTION BUDGET ADJUSTMENTS)
APRIL 1 THROUGH JUNE 30, 2002**

BUDGET ADJ. NO.	DESCRIPTION	JUSTIFICATION
237	Transfer of appropriation (\$92,000) within Public Library – Salaries and Employee Benefits to Fixed Assets-Equipment.	To fund the purchase of Live Scan fingerprinting equipment. Savings in Salaries and Employee Benefits are due to vacancies.
239	Transfer of appropriation (\$190,000) within the Probation Department – Services and Supplies to Fixed Assets-Equipment.	To fund purchase of back-up generators for camp facilities.
242	Transfer of appropriation (\$250,000) within the Department of Community and Senior Services – Salaries and Employee Benefits to Fixed Assets-Equipment.	To provide funding for purchase of six InfoVans for the Family Caregiver Support Program, upgrading of Kiosks enclosure, and replacement of one passenger car. Savings in Salaries and Employee Benefits are due to hiring delays.
245	Transfer of appropriation (\$249,000) within the Department of Regional Planning – Salaries and Employee Benefits to Services and Supplies (\$224,000) and Other Charges (\$25,000).	To provide funding for unanticipated County Counsel's costs and unanticipated settlements in Judgment and Damages. Savings in Salaries and Employee Benefits are due to attrition, recruitment delays, and promotional delays.
249	Transfer of appropriation (\$58,000) within the Department of Treasurer and Tax Collector – Salaries and Employee Benefits to Fixed Assets-Equipment.	To provide funding for equipment replacement and the purchase of equipment for the migration of the Unsecured Prior Property Taxes application. Savings in Salaries and Employee Benefits are due to hiring delays.
253	Transfer of appropriation (\$249,000) within the Department of Parks and Recreation – Salaries and Employee Benefits to Services and Supplies.	To provide funding for various Services and Supplies items. Savings in Salaries and Employee Benefits are due to vacancies and hiring delays.
263	Transfer of appropriation (\$5,000) within the Human Relations Commission – Fixed Assets-Equipment to Services and Supplies.	To fund the purchase of five new computers.
265	Transfer of appropriation (\$2,500) within the Office of Ombudsman - Other Charges to Services and Supplies.	To provide funding for training.

APPROVED TRANSFERS OF APPROPRIATION (ACTION BUDGET ADJUSTMENTS)
APRIL 1 THROUGH JUNE 30, 2002

BUDGET ADJ. NO.	DESCRIPTION	JUSTIFICATION
268	Transfer of appropriation (\$1,000) within the Chief Information Office – Fixed Assets-Equipment to Other Charges.	To provide funding for capital lease expenditures.
269	Transfer of appropriation (\$1,000) within the Department of Military & Veterans Affairs – Other Charges to Services and Supplies.	To provide funding for insufficient appropriation in Services and Supplies.
272	Transfer of appropriation (\$19,000) from Rent Expense – Other Charges and Special Assessment – Other Charges Expenditure Distribution (\$22,000) to Special Assessment – Other Charges (\$41,000).	To provide funding for in-arrears charges by certain special assessment districts.
274	Transfer of appropriation within the Alternate Public Defender – Salaries and Employee Benefits (\$66,000) and Fixed Assets-Equipment (\$44,000) to Services and Supplies (\$110,000).	To provide funding for telephone utilities, office alterations related to department reorganization and Rampart Office, and County Employee Identification Card System. Savings in Salaries and Employee Benefits are due to hiring delays.
277	Transfer of appropriation (\$10,000) within the Department of Consumer Affairs – Fixed Assets-Equipment to Services and Supplies.	To fund the purchase of an identification card equipment.
280	Transfer of appropriation (\$30,000) within the Board of Supervisors - Services and Supplies to Fixed Assets-Equipment.	To provide funding for the purchase of a vehicle.
281	Transfer of appropriation (\$12,000) within the Department of Public Works - Services and Supplies to Other Charges.	To fund the payment of the Compton Airport loan.
282	Transfer of appropriation (\$10,000) from the Board of Supervisors – Services and Supplies to the Department of Health Services-Public Health Services – Services and Supplies.	Use of Third District Discretionary funds by the Department of Health Services-Public Health Services for the Children and Youth Physical Fitness Task Force Community Conference.

APPROVED TRANSFERS OF APPROPRIATION (ACTION BUDGET ADJUSTMENTS)
APRIL 1 THROUGH JUNE 30, 2002

BUDGET ADJ. NO.	DESCRIPTION	JUSTIFICATION
283	Transfer of appropriation (\$98,000) within the Department of Coroner – Salaries and Employee Benefits to Services and Supplies.	To provide funding for the litigation and administration charges of Judgment and Damages claims and costs related to E-Commerce. Savings in Salaries and Employee Benefits are due to hiring/promotional freeze and vacancies.
284	Transfer of appropriation (\$100,000) within the Chief Administrative Office – Salaries and Employee Benefits to Fixed Assets-Equipment.	To provide funding for the upgrading of an existing UNIX server. Savings in Salaries and Employee Benefits are due to vacancies and hiring delays.
286	Transfer of appropriation (\$250,000) within the Information System Advisory Body – Services and Supplies to Fixed Assets-Equipment.	To fund the purchase of eight servers for the case management systems project.
287	Transfer of appropriation from Los Angeles Superior Court South Central District – Services and Supplies (\$125,000) and Los Angeles Superior Court North Valley District – Services and Supplies (\$285,000) to Los Angeles Superior Court Central District – Services and Supplies (\$131,000), Los Angeles Superior Court East District – Services and Supplies (\$100,000), Los Angeles Superior Court South West District – Services and Supplies (\$60,000), and Los Angeles Superior Court-Court Unallocated – Services and Supplies (\$119,000).	To provide funding for 1) proprietorship charges associated with the Hall of Administration, 2) collection enhancement contract costs, and 3) indigent defense expenditures.

Note: Transfers of Appropriation related to the Productivity Investment Fund have been exempted from this report.